

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report November 18, 2025**

**DIRECTOR/ADMINISTRATION**

West Lakes Park washroom building: The building department/engineer review of the project required some additional information which the general contractor and architect needed to provide. Anticipating approval of the permit to begin construction this month.

Bridges over Ditches: Gariup Construction continues work on this project. After some delays getting started with utility companies, they've been making their anticipated progress.

Golf Course Management RFP's: The review committee has met and completed interviews with the selected firms. While we had originally hoped to have a recommendation for today's meeting, the staff and legal review has taken longer than expected to ensure a contract is detailed enough to cover a lot of potential situations as they might arise over the duration of a contract. A recommendation is now anticipated for the December 16<sup>th</sup> Park Board meeting.

Clubhouse Electrical Redistribution: SEH has concluded their design of the electrical redistribution work. We will be putting out a request for quotes for the fountains and corresponding equipment to be purchased direct by the Town to save on mark up from a contractor. Additionally, SEH is now working on the specifications to put the electrical work to bid over the next couple of months. The recommendations for each of these will be brought to the Park Board for award in the upcoming months.

Additional Tree Grant: The Town received a second tree grant this fall from the Little Calumet River Basin Development Commission. This one allowed us to have fifteen evergreen trees planted along the fence line at Community Estates subdivision. Over time, it is anticipated that these trees will provide a screening between Columbia Avenue and the subdivision.

Park Bond Issue: The Town Council followed up with action at their last meeting to approve the Park Bond Issue for 2025. The bonds are being sold over the course of the next month and those funds should be available in mid-December and into next year for our upcoming capital projects.

Indiana Park and Recreation Association conference and expo hall: The Director attended the 2025 IPRA conference and expo hall last week in Muncie. Several leads to assist with some of the upcoming capital projects were discussed to help expedite planning with the next round of capital improvements.

HWC Engineering: An initial meeting was held with HWC to discuss some of the upcoming capital projects. We will continue working with them on some of the projects identified in the park bond issue to make those improvements a reality.

## RECREATION

Superintendent attended IPRA Webinar: The Wisdom to do Good Work – A Crash Course.

Other webinars attended: U Got Class and Smart Marketing.

Chamber of Commerce monthly luncheon meeting: Recreation Supervisor w/ Aquatics attended the November meeting.

Bieker Woods Night Walk was cancelled due to the anticipated rain and thunderstorms leading up to the event. A rain date will be scheduled and advertised for 2026.

The Grateful for my Guy Mother Son Dance was well attended for the first year with 84 registered. Mothers and Sons enjoyed pizza and snacks while dancing and playing games.

Billie Burke Lunch/Show ran with 22 regular lunch and show goers. Lynn Rymarz portrayed Billie Burke and attendees enjoyed a catered lunch from Portillo's.

Creepin' it Real BINGO ran with 62 Keen Agers. Burns Kish sponsored our Jersey Mike's lunch and Munster Parks provided everyone with a small bag of candy.

The Keen-Ager Holiday Party deadline has passed. 89 have enrolled for a lunch with entertainment, catered meal, a raffle and good company.

2026 Rentals opened to the public on November 3. Eighteen reservations have been taken to date, with twelve of those taken the first day.

<u>Month</u>	<u># of Rentals completed*</u>
June	58
July	54
August	34
September	23
October	16
<b>2025 Total</b>	<b>267</b>

\*Lion's Club Social Center, weddings, shelter rentals + Munster Pool

## FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Billie Burke Lunch/Show	7	15	\$900.00	\$503.69	\$396.31
Creepin' it Real Bingo	62		\$325.00	\$105.75	\$219.25
Fall Soccer	350	83	\$22,585.00	\$8,145.50	\$14,439.50
Grateful for My Guy Mother/Son Dance	76	8	\$1,712.00	\$741.33	\$970.67
Little Scarecrows, Big Fun	3	2	\$54.00	\$29.97	\$24.03
Mini Strikers	4	1	\$205.00	\$60.00	\$145.00
Sporties for Shorties	5	1	\$185.00	\$60.00	\$125.00
<b>TOTAL:</b>	<b>436</b>	<b>177</b>	<b>\$25,576.00</b>	<b>\$9,526.24</b>	<b>\$16,049.76</b>

## **PARK MAINTENANCE**

In addition to daily trash pickup, bathroom cleaning, Social Center set up, gas plant monitoring/maintenance and leachate pump operation/recording, the following tasks were completed;

We have been down one employee due to injury since September 30<sup>th</sup>.

Light fixtures at the east press box were repaired and a photo cell replaced.

The Monon Trail Head and all drinking fountains have been winterized.

Irrigation systems at Centennial, Community, Heritage and West Lakes were winterized.

Batteries were changed in the freeze detectors in the Community Park bathrooms and the buildings have been cleaned and locked for the winter.

Soccer goals have been stored.

Leaf mulching continues in all parks.

New aluminum well protectors for the landfill monitoring wells were purchased and painted blue to replace the rusted metal ones originally installed and the existing aluminum gas probe covers were repainted red.

Three memorial trees were planted at Beech, Grove, and Sunnyside Parks and fifteen evergreens, spruce and pine, were planted at Community Estates Park through a Little Calumet River Basin Commission grant.

Snow removal during and after the last week's snow event.

Two employees have been preparing for the Certified Playground Inspector exam.

Weekly pumping of landfill leachate cell risers.

Repainted and reglued four memorial tree plaques.

### Jenbacher Engine Production

Date	Run Hours	MWh	Methane Flow
6/10/25	454	145.5	219,790
7/9/25	755	236	443,808
8/14/25	1,297	372	690,545
9/4/25	1,715	518	991,168
10/15/25	2,631	793	1,602,353
11/10/25	3,159	937	1,940,744

## **CENTENNIAL PARK GOLF COURSE**

We are proud to announce the new General Manager of Centennial Park Golf Course Christopher Fitch. Chris comes to Centennial Park Golf Course after holding the position of assistant General Manager of George Dunne National Golf Course and his prior position as General Manager of Calumet Country Club.

### **Pro Shop**

Through September Centennial Park produced 17,090 rounds, including 11,185 public rounds and 5,826 member rounds. Total revenue through September equaled \$585,576, up from 2024 total through September of \$429,915. Net income through September equaled -\$114,864 compared to -\$233,511 at the same time in 2024.

### **Golf Course**

2025 was the driest season in my 10 years at Centennial. We received only 23.8 inches of rain from April 1 until October 31. This resulted in 12.1 million gallons of water pumped.

The irrigation system was blown out starting on October 27. We had an air compressor issue that needed to be fixed so it took a couple of extra days to complete.

Greens, Tees and Fairways have been aerated and fertilized. We continue to overseed bad areas on fairways. They are filling in naturally as October brought cooler temperatures and some much-needed rainfall.

The seasonal staff is down to 2 workers working limited days.

We had an early snow on November 9/10 but warmer temperatures soon melted accumulated snow. Play will resume after the melt and as long temperatures are above 40 degrees.